



Department of Medical Assistance Services
600 East Broad Street, Suite 1300
Richmond, Virginia 23219

www.dmas.state.va.us

MEDICAID PROVIDER MANUAL UPDATE

TO: All providers of Psychiatric Services participating in the Virginia Medical Assistance Program, Managed Care Organizations providing services to Virginia Medicaid Recipients, and all holders of the *Psychiatric Services* Medicaid provider manual

FROM: Patrick W. Finnerty, Director
Department of Medical Assistance Services

SUBJECT: Update to Second Edition of the *Psychiatric Services* Provider Manual

UPDATE: PSY-01-03

DATE: 2/14/2003

The purpose of this memorandum is to notify you of changes to Chapter IV of your provider manual. The attached table shows the changes to the manual. Please download the new pages to insert in your manual and retain the attached table.

Amendments to Chapter IV update the information regarding changes to the preauthorization process for Outpatient Psychiatric services, and update the "Medicaid Request - Extension of Psychiatric Treatment" form (DMAS 412).

Please review these changes carefully.

COPIES OF MANUALS

DMAS publishes copies of its provider manuals and provider manual up-date transmittals on its website at www.dmas.state.va.us. The provider manuals and transmittals can be viewed on and printed from the website. The transmittals describe the updated materials and manual chapters and pages revised. For a list of updates, click on "up-date transmittals" in the "Provider Manuals" column. If you do not have access to the Internet, or would like a paper copy of a manual, you can order these by contacting Commonwealth-Martin at 804-780-0076. A fee will be charged for the printing and mailing of the manuals and manual updates requested.

"HELPLINE"

The "HELPLINE" is available Monday through Friday from 8:30 a.m. to 4:30 p.m., except State holidays, to answer questions. The "HELPLINE" numbers are:

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786-6273	Richmond area
1-800-552-8627	All other areas

Please remember that the “HELPLINE” is for provider use only.

Attachment (1)

PSYCHIATRIC SERVICES MANUAL
REVISION CHART
February 14, 2003

SUMMARY OF REVISIONS

MANUAL SECTION	MATERIAL REVISED	NEW PAGE NUMBER(S)	REVISED PAGE(S)	REVISION DATE
Chapter IV	Pages 28 - 31, and Pages 6 and 7 of the "Exhibits" Section	Page 8 of the "Exhibits" Section	Pages 28 - 31, and Pages 6 and 7 of the "Exhibits" Section	2/15/2003

FILING INSTRUCTIONS

MANUAL SECTION	DISCARD	INSERT	OTHER INSTRUCTIONS
Chapter IV	Pages 28 - 31, and Pages 6 and 7 of the "Exhibits" Section	Pages 28 - 31, and Pages 6 - 8 of the "Exhibits" Section	